

POSITION DESCRIPTION <i>(Please Read Instructions on the Back)</i>							1. Agency Position No. S000057																																								
2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> New <input type="checkbox"/> Reestablishment <input checked="" type="checkbox"/> Other Explanation <i>(Show any positions replaced)</i> Updated SPD Approved for Service-wide use		3. Service <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field		4. Employing Office Location		5. Duty Station various		6. OPM Certification No.																																							
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted <i>(Specify in Remarks)</i> <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither																																							
										12. Sensitivity <input checked="" type="checkbox"/> 1--Non-Sensitive <input type="checkbox"/> 3--Critical <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 4--Special Sensitive																																					
13. Competitive Level Code		14. Agency Use BUS: 8088 4777 CK		15. Classified/Graded by a. Office of Personnel Management b. Department, Agency or Establishment c. Second Level Review d. First Level Review e. Recommended by Supervisor or Initiating Office		Official Title of Position Engineering Equipment Operator		Pay Plan WG																																							
										Occupational Code 5716																																					
Grade 10		Initials Date		16. Organizational Title of Position <i>(if different from official title)</i>		17. Name of Employee <i>(if vacant, specify)</i>																																									
								18. Department, Agency, or Establishment Department of the Interior a. First Subdivision U.S. Fish & Wildlife Service b. Second Subdivision Region:		c. Third Subdivision d. Fourth Subdivision e. Fifth Subdivision Signature of Employee <i>(optional)</i>																																					
19. Employee Review -This is an accurate description of the major duties and responsibilities of my position.		20. Supervisory Certification. <i>I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.</i>																																													
				a. Typed Name and Title of Immediate Supervisor Signature _____ Date _____		b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i> Signature _____ Date _____																																									
21. Classification/Job Grading Certification. <i>I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.</i>		22. Position Classification Standards Used in Classifying/Grading Position FWS Standard for Engineering Equipment Operation, 5716, TS-4, 01/69 Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.																																													
				Typed Name and Title of Official Taking Action S/Megan Dreher/ Supervisory HR Specialist Signature _____ Date _____		23. Position Review <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Initials</th> <th>Date</th> <th>Initials</th> <th>Date</th> <th>Initials</th> <th>Date</th> <th>Initials</th> <th>Date</th> <th>Initials</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>a. Employee <i>(optional)</i></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>b. Supervisor</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>c. Classifier</td> <td>CK</td> <td>7/26/10</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date	a. Employee <i>(optional)</i>											b. Supervisor											c. Classifier	CK	7/26/10				
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24. Remarks 7/26/10. Corrected BUS code. CKing, R9 Risk = Low Drug Testing Required		25. Description of Major Duties and Responsibilities <i>(See Attached)</i>																																													

Engineering Equipment Operator, WG-5716-10

MAJOR DUTIES

Operates a variety of gasoline or diesel powered engineering and construction equipment with wheeled or crawler type traction and attachments. Work is performed on irregular terrain, close to buildings, drop-offs, or other obstructions. Surfacing to fine specifications is normally performed on flat or rolling terrain. Rough grading to general contour is also performed.

Performs the following duties which are typical but not all inclusive:

Operates crawler tractor or motor grader to excavate, backfill, grade, or level earth to rough specifications on such projects as breaking ground for trails, roads, canals, tunnels, dams, or construction sites. Moves earth on steep slopes, graded curves and shoulders, rocky or soft ground, hilly forests, and other surfaces with similar rough features.

On flat or rolling terrain, operates crawler tractor or motor grader in grading surfaces, compacting soils, and/or spreading surfacing materials to exact specifications. (e.g., Engineering specifications on dikes). Such fine work, may require operating close to buildings, towers, trees, drop-offs, waterlines, rocks, etc. Adjusts attachments for proper positioning and working order usually without stopping the power unit or the equipment.

Keeps written maintenance records for all equipment operated. Keeps equipment logbooks up-to-date at all times. Inputs equipment service and maintenance data in Service Asset Maintenance Management System (SAMMS) database.

The following may apply, when checked:

☐ Operates farm tractors with auxiliary equipment for mowing, farming, maintaining dikes, and other related activities.

☐ Performs tasks involved with biological census work, building maintenance, and other miscellaneous duties not requiring any special skill, training, or experience.

☐ Controls wildland fires. Operates crawler tractor on fire line construction and opens fire lanes, piles dirt, brush, etc.

TYPES OF EQUIPMENT:

Operates the following equipment: dozers (above the D-6 size); loader (front end); loader/backhoe; dump truck; straight truck (hauling small equipment); truck/tractor (hauling large equipment); farm tractors with implements; excavator; road grader; draglines; and earthmovers.

WORK SPECIFICATIONS:

Conducts disking, chopping, mowing, rotovating, digging, loading and leveling to exact specifications based on engineering drawings read and implemented by the operator.

MAINTENANCE AND REPAIR:

Services, checks, and fuels equipment before operation, checks and services attachments to be used. Performs daily preventative maintenance and makes repairs and adjustments to equipment and attachments to equipment. This includes, but is not limited to, replacing chains and belts, cables, lubrication, oil and filter changes, battery checks, changing dozer teeth, and safety inspections.

Services equipment by: checking fluids; lubricating; performing safety checks; replacing hoses, belts, fuses, light bulbs; performing regular scheduled service including changing fluids and filters; replacing of components that require dismantling of the equipment such as radiators, hydraulic tanks, alternators, tracks, and excavator bucket teeth; and rebuilding components.

SKILL AND KNOWLEDGE

A high degree of skill is required in the safe operation of a wide variety of equipment in order to grade surfaces to rough or fine specifications by adjusting attachments while the equipment is in motion.

Ability to operate equipment to specific instructions in all types of terrain, in remote and confined areas. Employee must plan basic approaches to accomplish tasks in all types of terrain while considering soil composition arrangement, and must know the purpose and limitations of a wide variety of equipment and attachments. In addition, good foot, hand, and eye coordination is required to operate controls simultaneously; the operator must have good depth perception and a high degree of concentration to cope with rough terrain.

Comprehensive knowledge of equipment maintenance and repair and ability to service and repair equipment when necessary.

Knowledge of safety rules and regulations to ensure safe use of the equipment and to prevent injury to self, co-workers, or property.

Knowledge and ability to use computers in order to input maintenance data into the Service database.

RESPONSIBILITIES

A high degree of skill and concentration is necessary to grade surfaces to fine specifications and to operate in rough terrain. The worker is responsible for operating in a safe manner to prevent injury to self or others, or damage to equipment. Oral or written instructions and/or work orders (via SAMMS) concerning the locations of the job, and the work to be done are given. The employee plans basic approaches to each assignment and work is done without direct supervision. More detailed instructions are provided with new, unusual or irregular work assignments. Employee is expected to manage assigned projects and activities, establish priorities, accommodate workload emergencies and take on numerous projects concurrently. The supervisor provides assignments and sets project standards. Employee is expected to use a high degree of self-reliance and initiative to determine the most effective means of accomplishing project goals.

PHYSICAL EFFORT

Very strenuous effort is required in the operation and frequent adjustment of large pieces of equipment and attachments, often under adverse operating conditions. Considerable strain is caused by the constant vibration of the equipment and the jolting received from operation of the equipment over rough surfaces. Location of the controls and attachments frequently requires work in awkward or strained positions.

WORKING CONDITIONS

Work is performed in all types of weather often in an open driver's seat. Due to operations of large and complicated equipment, often in rough terrain, the operator is exposed to injury resulting from equipment overturning, and is subject to noise, vibration, dust, and fumes from machinery. Caution must be exercised to avoid injury from moving machinery and breaking cables, and other difficult circumstances.

CONDITIONS OF EMPLOYMENT:

Wears the Service uniform according to policy.
Commercial Drivers License (CDL) is required.
Drug test is required.